

**MECHANICAL PERMIT APPLICATION**

Date: _____

BUILDING SAFETY OFFICE
316 N CAPITOL AVE SUITE C-1
LANSING, MI 48933-1238

Approved by: _____

Permit #: _____

Applicant Required to Call for Inspections. Office Hours 8-9 AM and 12-1 PM Daily

G. Brian Shields 483-4577, Calvin Baxter 483-4372

RESIDENTIAL ☐COMMERCIAL ☐**INSTALLATION ADDRESS:** _____

LOCATION: (CIRCLE AREAS) -Basement- -floor #- -attic- -roof- -ground- -crawl- -other-

APPLICANT NAME: _____ DAY/PHONE () _____

APPLICANT ADDRESS: _____

OWNERS NAME: _____ DAY/PHONE () _____

OWNERS ADDRESS: _____

RENTAL? NAME OF TENANT: _____ DAY/PHONE () _____

ACT 135, PUBLIC ACTS OF 1989, REQUIRES THE FOLLOWING INFORMATION
FOR ALL APPLICATIONS FOR WORK ON RESIDENTIAL STRUCTURES.

-STATE LICENSE NO. _____ -EXPIRATION DATE _____

-FEDERAL EMPLOYER ID NUMBER or REASON FOR EXEMPTION _____

-WORKER COMP. INSURANCE CARRIER or REASON FOR EXEMPTION _____

-M.E.S.C. EMPLOYER NO. or REASON FOR EXEMPTION _____

SIGNATURE - "Section 23a of the State Construction Codes Act of 1972, 1972 PA Act 230, MCL 125.1523A prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who perform work on a residential building or a residential structure. Violators of Section 23a are subjected to Civil Fines."

APPLICANT SIGNATURE: _____ *(Additional Homeowner Signature Needed On Back.)**----- FLAT FEE SCHEDULE for REPLACEMENT FURNACES and NEW HOMES -----**

Single Family Dwelling initial permit includes; 2 inspections, 1A/C, 1Fireplace or 1Gas log, 1 Furnace & Vent System, 2 Bath Fans, 1 Kitchen Hood & Duct, Gas Piping, 1 Clothes Dryer Vent & Range Connections. Itemize additional equipment.	\$200.00
Two Family or Multi-Family Dwellings Per Unit	\$125.00
Manufactured Housing or Mobile Home, Hotels & Motels Per Unit	\$80.00
Dryer/Range Connections or 1 Bath Fan	\$50.00
Furnace / Boiler / Replacement includes; 1 inspection, Gas Piping, Duct Transitions, Hydronic Pipe Transitions & Chimney Liner.	\$95.00
Water Heater added - at time of boiler or furnace change out. Water Heater permits normally from Plumbing Div.	\$15.00

1. **BASE FEE includes 1 inspection.** \$50.00
2. Air Conditioning Residential/Commercial under 5 H.P. (Each System)..... \$35.00
3. Commercial - Over 5 H.P. per System - Includes Condenser, Chillers, Absorption, Cooling Towers, Evaporative Coolers..... \$50.00
4. Roof Top Units: New - Requires Engineer Report for weight bearing. Replacement Of equal or less weight - so note on Permit. Does not include ductwork..... \$50.00
5. Boiler Commercial: Requires State permit in addition to City of Lansing as per State Boiler requirements, exemptions of State Permit in 5 unit Apartments or less..... \$35.00
6. Mfg. Fireplace, Gas Log, Wood Stove, Log Lighter, Furnaces-(excludes Venting, Gas Pipe & Ducting)..... \$35.00
7. Air Handling Unit: Any piece of equipment that moves air and not classed as an Air conditioner, furnace, variable air volume box, bath fans or zone device..... \$30.00
8. Commercial/Residential Duct Systems: Each separate system per floor/per separate Unit (s) i.e. One rooftop unit = 1system. Residential includes all floors..... Commercial \$50.00 Residential \$30.00
9. Gas Piping: Each Gas Meter System/per floor/or add on piping. Must be pressure Tested per Code..... \$35.00
10. Commercial Hood/Kitchen Grease Ducts in same room W/Make Up Air..... \$50.00 All Additional Hoods/Grease Ducts in same area..... +\$50.00
11. Commercial Ventilation not a portion of any Heating or Air Conditioning System..... \$35.00 Residential Bath Fan Ducts, Stove Hoods, etc..... \$15.00
12. Unit Heaters, Wall Heaters - Vented/Un-vented Includes Piping & Venting..... \$35.00
13. Separate Vent Systems, B-vent, All fuel, Metal, Liners, Pellet etc..... \$35.00
14. Walk in/Reach in Coolers, includes Compressor, Line Sets, etc..... \$50.00
15. Any Appliance or piece of Mechanical Equipment regulated by the State Code not Classed in any other Categories & for which no other fee is listed..... \$35.00
16. Additional Inspection Fee each over 1 or Investigation..... \$65.00 Additional inspection must be added per floor of Multi Floor Building..... \$75.00
17. Process Piping..... \$75.00

CAUTION!
MECHANICAL WORK IN
THE 100-YEAR FLOOD ZONE?
CONTACT DIVISION FOR INSTRUCTIONS
PRIOR TO INSTALLATION

See the back of this Form for additional information. **TOTAL DUE** _____

This is not your Permit! The Permit will be issued only after approval of the Division. Work shall NOT be commenced until the Mechanical Contractor receives the Permit, unless prior approval to start work is obtained by the Mechanical Official.

Work performed in the 100-year Flood Zone will require compliance with the City of Lansing Policy and/or all applicable Codes. Call Zoning at (517) 483-4085 to see if your work address is in the Flood Zone. Maps are available!

ONLY LICENSED BOILER PERSONS MAY INSTALL BOILERS

HOMEOWNER'S AFFIDAVIT

Homeowner's privileges shall extend to a single-family residence only and shall not apply to any residence or structure from which a monetary gain is being received or is intended to be received, or which is being used for commercial purposes.

The undersigned hereby certifies that he/she is, or will be within 30 days, the legal owner and occupant of the single-family residence at the address on the reverse side of this form. The undersigned further certifies that all work under this permit shall be done by the undersigned, or his/her spouse, in accordance with all applicable Codes and City of Lansing Ordinances.

SIGNED _____ DATE _____

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public
Ingham County, Michigan

My commission expires: _____

Miscellaneous Fees

Board of Appeals/Administrative Modifications: Single Family Residential\$125.00
Commercial\$200.00
Single Family Residential Rentals\$200.00

Safety Inspections\$100.00

Registration of Mechanical License (Each new or renewed License)\$ 15.00

Refund of Fees: Holders of permits upon which work has not been started may make written application for a refund of Fees paid for such Permits, provided such application is made and attested before a notary public by the same person or corporation who originally applied for such permit or by the estate of such person or receiver of such corporation within six (6) months of date of issue. Upon verifying the facts in such cases, the Building Safety Manager shall refund seventy-five percent (75%) of all fees in excess of five dollars (\$5.00) in such manner as may be directed by the City Controllers.

Investigation fee: Whenever any work for which a permit is required by Code has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of the Code nor from any penalty prescribed by law.